TRAINING INTRODUCTION

- This program provides information and training on maintenance, logistics, and supply processes relative to CADs/PADs.

- The Main Menu provides access to the actual training content.

- The Index Button provides direct access to specific training topics.

- The POC Button identifies the expert contacts in each area.

- The Glossary Button provides descriptions of key terms and acronyms.
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AUDIO: (1) Welcome to the CAD PAD training program. This program provides the latest available training information related to Cartridge and Propellant Actuated Devices, also called CADs and PADs. This training will help you understand the terms and acronyms used throughout the program. It also provides key process definition and training, such as how to determine and manage service lives, and demonstrates how to use the Virtual Fleet Support system.

Subject buttons on the left side of the screen provide training on the topics in that area. Help, Index, Glossary, and POC buttons are displayed on the bottom of every screen. The Index button provides a list of all topics contained within this training program to enable direct access to specific topics. The POC button provides access to a Points of Contact list. This program also includes a glossary and on-line help.

Throughout this application, you will find color-coded hot words and phrases for which definitions can be accessed. Also included are underlined, color-coded hot links to additional information and for e-mailing points of contact.

Some sections also include printable reference materials.

MAIN MENU

- OVERVIEW
- VFS
- MAINTENANCE
- SUPPLY
- SAFETY
- ENGINEERING SUPPORT
- HELP

VFS OVERVIEW

- Interactive data system on the WWW.
- Uses Internet to establish a global CAD/PAD Program data system.
- Eliminates paperwork and redundant data systems.
- Data is input once at the source for use by all.
- Allows Authorized Users instant access to data required for daily decision support.

AUDIO: The virtual fleet support system or VFS is a corporate data network built using web technology. VFS provides CAD PAD users with access to data, information, and key processes required to do their job. Automation of the Business Processes between the Fleet, Management, and Support Commands eliminates paperwork and redundant data systems. By inputting data only once at the source, there is less chance of error and it becomes instantly available to all.

VFS MODULES

Virtual Fleet Support
Web Based Tech Manual
SLE Processing
Installed Asset Tracking
Stock Pile Tracking
Web Ordering
Discr Reporting/Tracking

AUDIO: VFS provides a central interface on the web for fleet users to access, maintain, and track CAD PAD data. Currently, fleet users can access the NAVAIR 11-100-1 point 1 Technical Manual and request CAD PAD service life extensions on the web. Soon, users will also be able to enter Installed Asset and Stock Pile Tracking data, order replacement CADs and PADs, and perform discrepancy reporting and tracking.

VFS Operating Concept

- Technical Manual maintained centrally.
- Revisions and interim changes incorporated at Indian Head Division, Naval Surface Warfare Center (IHDIV, NSWC).
- Users input unique data points only.

AUDIO: CAD PAD data will be entered at the source and stored centrally within VFS. VFS data is validated and used to generate the NAVAIR 11 100 1 POINT 1 CAD PAD Technical Manual.

Because data is maintained in a central location, it can automatically update all affected systems. For example, if a service life changes, the logbook and stockpile lot tracking data are instantly updated.

Reasons to Keep Data Current

- VFS Trace (Installed Asset Tracking) and Stock Pile Tracking data determines future stock requirements.
- Web System relies on Tracking and Technical data to determine which CAD/PADs the users can order for maintenance and deployment.
- Potential grounding of Aircraft when Service Life Records are not current.
- Operational safety and reliability is affected when discrepancies are not reported.

AUDIO: Everything the Navy does to support you with CADs and PADs is dependent on accurate data. Data within the VFS System affects everything from the number of items stocked to when you will order replacements and schedule aircraft for maintenance and CAD PAD replacement. Current data provides the necessary information required for determining service life, processing service life extensions, conducting deficiency investigations, and recalling defective parts when deficiencies are confirmed. Inaccurate data directly affects the readiness and reliability of emergency and escape systems in operational aircraft and helicopters. Each of you has a personal role in keeping assigned data current and accurate.

Obtaining User Authorization Request Form

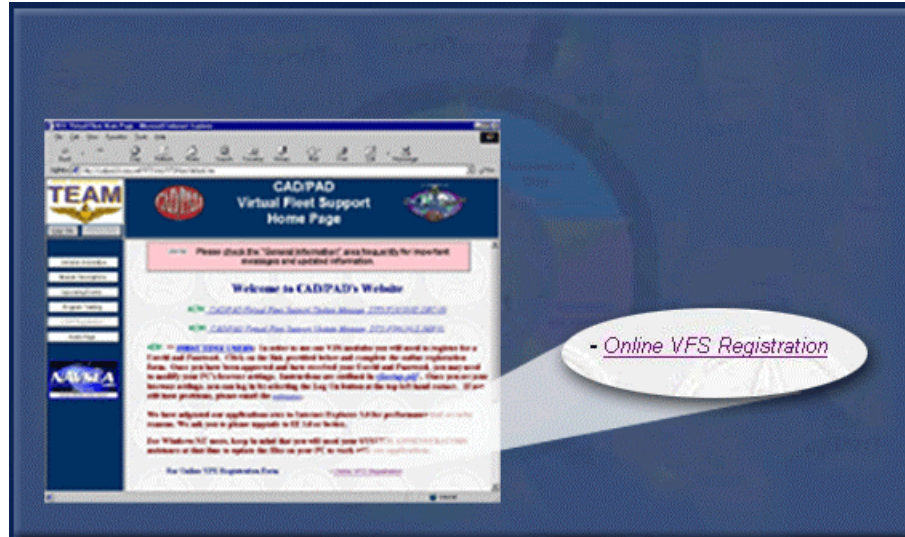- Click the "Online VFS registration" link on the CAD/PAD VFS Website (https://cadpad.ih.navy.mil) to fill out a registration form.

  •Be sure to fill the form out completely.

AUDIO: To gain access to VFS, you must first register to become an authorized user by downloading either the registration form. This form can be found by scrolling down the Virtual Fleet Support Home Page. Be sure to fill the form out completely.
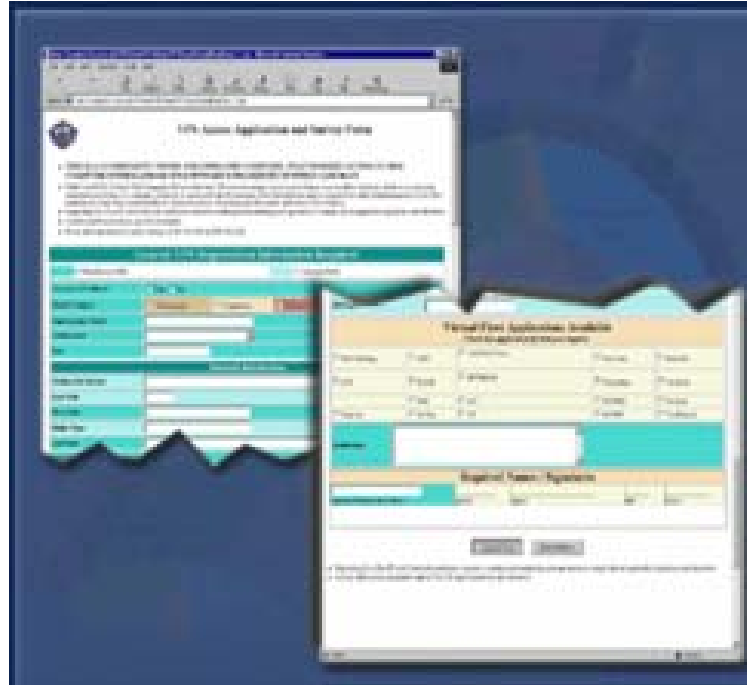
Obtaining UserID and Password

- Click the Submit Form button at the bottom of the form to submit your registration.
- The web master will provide a userid and password when your registration is activated.
- Access to VFS will not be permitted until a User ID and Password are received.
- Registration expires 12 months from activation date.

AUDIO: The web master will provide you with a user id and password when you register. This registration expires 12 months from activation. Two weeks before expiration you will need to re-register to prevent disruptions in access.

Setting Up PC for VFS Access

- The first time you access a VFS module, it may take several minutes to download the required application files. If any changes were required in your Internet Security settings, the application files must be reloaded. Close the CAD PAD VFS application and start from the beginning (https://cadpad.ih.navy.mil)

- To access VFS Modules, certain security settings must be enabled in Internet Explorer. Select the Computer Setup Instructions link below for step by step training.

- Computer Setup Instructions

Computer Setup Instructions

Step 1

- Open Internet Explorer.
- Select "Help" then "About Internet Explorer"
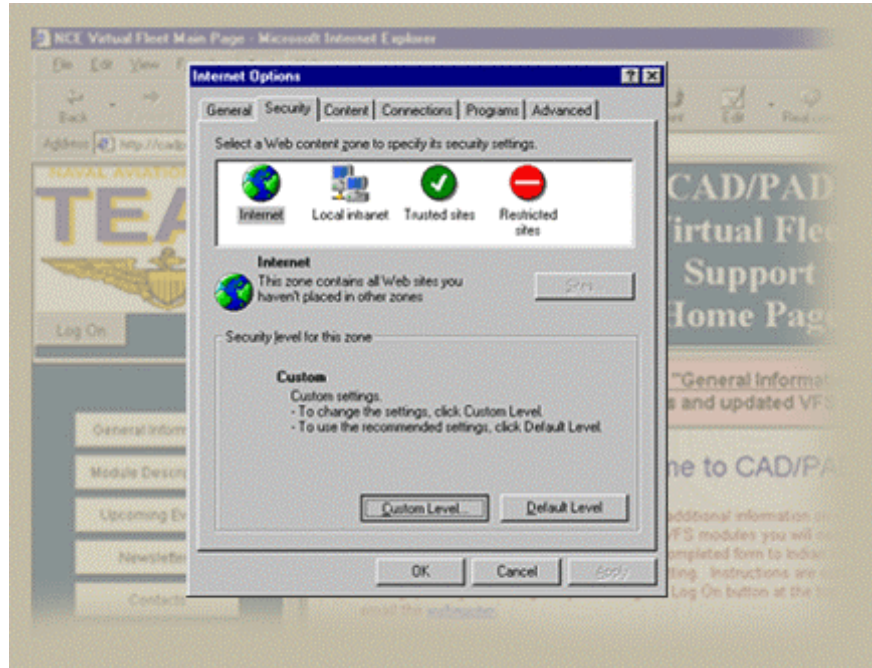- Verify that Internet Explorer version is 5.0 or greater.

AUDIO: Open Internet Explorer and verify which version has been installed on your system. Select Help and then About Internet Explorer from the Menu bar found across the top of Internet Explorer.

Your version must be Internet Explorer 5.0 or greater to use the VFS Home Page. You may not use Netscape to access the VFS.

Computer Setup Instructions

Step 2

- Select "Tools" then "Internet Options".
- Select the Security Tab.
- Select the Internet Icon.
- Click the Custom Level button.

AUDIO: From the Internet Explorer menu bar, select Tools and then Internet Options from its menu.

Select the Security tab from the Internet Options window and then the Custom Level button at the bottom center of the window.
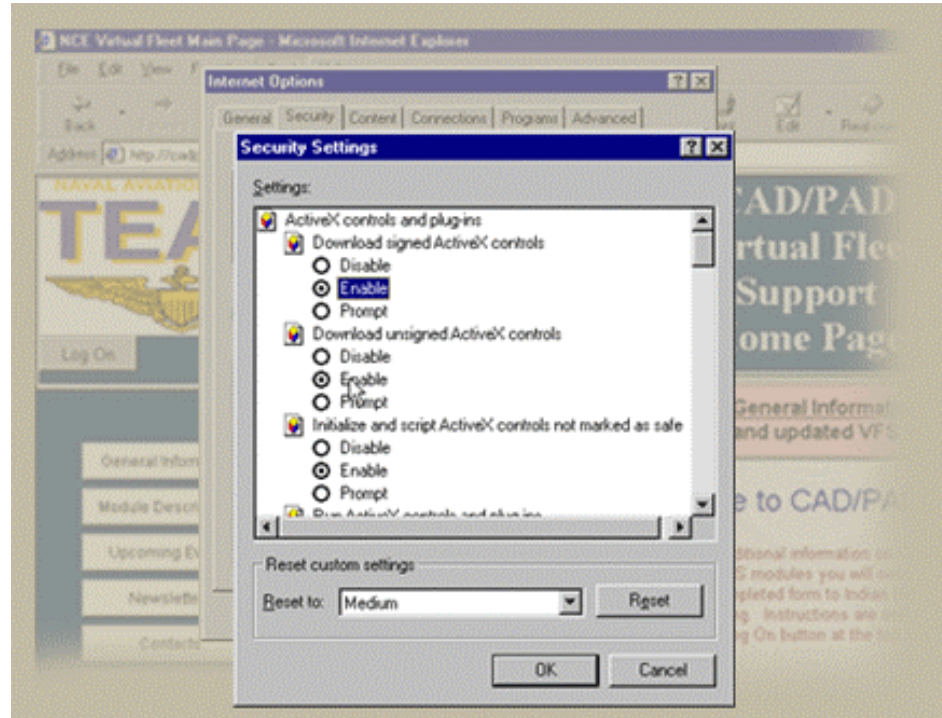
Computer Setup Instructions

Step 3

Scroll through list and change
these settings:
- Enable "Allow cookies that are stored on your computer".
- Enable "Download signed ActiveX controls".
- Enable "Run ActiveX controls and plug-ins".
- Change "Java Permissions" to Medium Safety.
- Change "User Authentication" Logon section to Anonymous logon.

Select "OK" then "YES" to accept
Security Settings.

AUDIO: Under the ActiveX controls and plug-ins section, change the Down-load signed ActiveX Controls to Enable.Under the same section, change the Run Active controls and plug-ins and Script ActiveX controls marked safe for scripting to Enable. Scroll down to Microsoft VM and change the setting in the Java Permissions section to Medium security. Scroll down further to User Authentication and under the Logon section change the setting to Anonymous logon. Select the OK button. You will be prompted with a warning asking whether or not to change the security settings. Select the Yes button. You must now reenter the VFS Home Page located at cadpad.ih.navy.mil to load the page with the new settings.

Pop-up List (Use list for hotwords)

- **Authorized Users** - Anyone with need to know and who has received the designated signatures and are registered as VFS users
- **CAD** – Cartridge Actuated Device
- **PAD** – Propellant Actuated Device
- **POC** – Point of Contact
- **WWW** – World Wide Web